



At The Hartford, we deliver on our promises every day.

¹The Hartford® is The Hartford Financial Services Group, Inc. and its subsidiaries, including issuing companies Hartford Life and Accident Insurance Company, Hartford Life Insurance Company and Hartford Life Group Insurance Company. All benefits are subject to the terms and conditions of the policy. Policies underwritten by the issuing companies listed above detail exclusions, limitations, reduction of benefits and terms under which the policies may be continued in force or discontinued.

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When You Call You Will Be Asked To Provide

1. Name and Social Security number
2. Department and last day of active full-time work
3. Manager's and/or Benefit Representative's name and phone number
4. Nature of claim and whether it's work-related
5. Treating physician's name, address and phone number

EMPLOYEE NAME (please print)

By signing below, I authorize my health care provider(s) to release my medical files to The Hartford to assist with the review and processing of my claim for Short Term Disability benefits.

EMPLOYEE SIGNATURE

DATE



About Your Disability Benefits with the State of Delaware



If you're an active, full-time employee, your state of Delaware Short-Term Disability (STD) program is an important part of your group benefits package. If you're unable to work due to illness or injury, the program offers 182 calendar days of STD benefits equal to 75% of your pay, to a maximum benefit of \$2,000 per week.

As of January 1, 2006, The Hartford¹ is the claim administrator for your STD program. This means you should file your claim with The Hartford if you become disabled and cannot work for 21 consecutive calendar days.

1-800-538-8439

8:00 a.m. - 8:00 p.m. ET

Monday - Friday

The Hartford makes it easy for you to file an STD claim:

(1) Call this toll-free number to report your claim information:

1-800-538-8439

8:00 a.m. - 8:00 p.m. ET, Monday-Friday

(2) Sign the attached wallet card and present it to your physician. If The Hartford needs additional medical information to process your claim, your signature authorizes your physician to release that information.

When you follow these two simple steps, The Hartford can provide you with prompt claim service and timely benefit payments.

Short Term Disability Claim

To initiate a Short Term Disability claim, simply call The Hartford's toll-free number:

1-800-538-8439

8:00 a.m. - 8:00 p.m. ET Monday - Friday

Call the toll-free number if you are absent from work for 15 consecutive calendar days. If the absence is scheduled, such as a hospital stay, you may call prior to your last day of work. You will need to call the toll-free number again when you return to work.